



CITY OF CHICOPEE

Department of Public Work

PARKS DIVISION

687 Front Street Chicopee, MA.

RECREATION OFFICE 413-594-3481 413-594-3486 (fax.)

Carolyn Porter
Superintendent

Richard Maciolek
Assistant Superintendent

Parks and Recreation Commission Meeting Minutes Thursday, November 30, 2017

A. Call meeting to order: 7:05pm made by Comm Ziemba.

Attendance: Commissioners Fenton, Buxton, Montemagni, Bresnahan, Ziemba, Acting Parks Superintendent Maciolek and Department of Public Works Superintendent Jeff Neece.

B. Motion for approval of meeting minutes for October 24, 2017 and November 20, 2017 made by Comm. Buxton Second by Comm. Fenton. Approved.

C. No Public Input.

D. Communications:

1. Letter from Simon Tsyganenko from Grace Slavic Pentecostal Church requesting permission to use Rivers Park to hold a soccer tournament on November 4th, 2017. **Retroactive approval acknowledged as event already occurred.**
2. Letter from David Vilkovoy from Church New Covenant 780 Chicopee Street requesting permission to use Ray Ash soccer field on November 25th, 2017. **Retroactive approval acknowledged as event already occurred.**
3. Letter from Michele Niec requesting use of the gazebo at Szot Park next July for a wedding ceremony. **No date for ceremony was provided. Motion to approve made by Comm. Buxton. Second by Comm. Fenton contingent on confirmation of wedding date and no conflicting events.**
4. Letter from Scott Allen regarding resurfacing of hockey rink at Ike Alpert Park. Commission was receptive to making the improvements to the hockey rink. **Acting Parks Superintendent Maciolek and DPW Superintendent Neece discussed an active bond request to resurface many tennis and basket all courts in the city, including the hockey rink. Superintendents Maciolek and Neece took the action to get update on bond request and get back to the Commission with status.**
5. Other Communications

E. Recreation Report

1. Recreation Supervisor Reports discussed:

- a. Update on Suburban and Recreation Basketball Leagues
- b. Update on Adult Volleyball and Basketball Leagues
- c. Update on Martial Arts Class
- d. Update on February Vacation Arts Workshops
- e. Update on Babysitting Class.

F. Maintenance Report

1. All fall sports goal posts, nets have been removed for the season.

2. Crews are being sent out daily to various city parks and cemeteries for fall leaf removal. Also handling individual resident requests for leaf removal surrounding neighborhood parks as they come in.
3. Completed winterization of all Parks Comfort stations and buildings as well as parks water bubblers.
4. All parks water irrigation systems have been blown out and shut down for the winter.

H. **Old Business:**

1. Ray Ash Pool punch list tasks completed by Construction Dynamics. **Final payment to be made next week.** Winterization of Ray Ash Pool took place 10/24/17 at 10:30 AM. Park Foreman and parks pool operator laborer to be present for instructions for future closings. Tree has been replaced under warranty.
2. Mandalay Park - (2) park benches have been installed per request by neighbors of the park. Waiting on contact from Celine MacDonald as to when raised bed garden to be installed.
3. Rumbleseat Women's softball team fee payment of \$250 or \$200 after agreed discount has not been collected as of 11/30/2017.
4. Parks Office HVAC update. **All work has been completed.**
5. Halloween Spooktacular was held on October 30, 2017. **It was reported that the event went well.**
6. Western MA High School soccer semi-finals were held at Szot Park. **It was reported that the games went well.**
7. Nash Park 2018 PARC grant request. **Grant request in process and it was confirmed that the original proposal can be modified as was requested at the 10/24/17 meeting.**
8. Other Old Business.
 - a. **Update on the Lincoln Grove Resource Center (LGRC). Head Start moving into building in January. It was reported that Parks Funds paid \$1000 oil bill and cost of elevator inspection. Utilities for building were in Parks budget.**

I. **New Business:**

1. Mayor's Christmas Tree Lighting event to be held on December 1, 2017.
2. Parks Security Camera and lighting update. **Summary of 11/20/17 meeting that was held in Szot Park was discussed. Motion to approved proposed plan as was summarized in Appropriation Request to Mayor Kos was made by Comm. Buxton. Second by Comm. Montemagni**
3. Outside rental fees sent out to organizations for field usages sent out.
Example: AJAC, Chicopee Charger and Chicopee Braves youth football, Western MA soccer event.
4. Other new business.
 - a. **Comm. Ziemba noted the new Chicopee Schools Athletic Director will come to a Commission meeting in early 2018 to discuss youth sports programs.**
 - b. **Acting Parks Superintendent Maciolek notified the Commission that he was withdrawing his application for the Parks Superintendent position. Acting Parks Superintendent Maciolek noted he will stay on in his current position as long as is needed until a new full time Superintendent can be hired and he will return to his Assistant Superintendent position. The Commission thanked him for all his efforts in filling in as the Acting Superintendent and acknowledged full support for his decision.**


J. **Next Meeting: December 19, 2017, 7pm**

K. Motion made to adjourn meeting at 7:57pm made by Comm. Fenton. Second by Comm. Buxton. Approved.

L. Documents presented at November 30th, 2017 Commission meeting:

- a. Parks Commission Meeting Minutes from meeting on October 24th, 2017
- b. Parks Commission Meeting Minutes from meeting on November 20th, 2017
- c. Commission Report submitted by Recreation Supervisor Sean Carroll, dated 11/28/17
- d. Commission Report submitted by Recreation Supervisor Dan Woodill, dated 11/30/17
- e. Email from Scott Allen (dated 11/22/17) requesting resurfacing of hockey rink at Ike Alpert Park.
- f. Email from Michele Nicc (dated 11/16/17) requesting use of the gazebo at Szot Park next July for a wedding ceremony.
- g. Email (dated 11/5/17) from Simon Tsyganenko from Grace Slavic Pentecostal Church requesting permission to use Rivers Park to hold a soccer tournament on November 4th, 2017.
- h. Email (dated 11/13/17) from David Vilkovoy from Church New Covenant 780 Chicopee Street requesting permission to use Ray Ash soccer field on November 25th, 2017.
- i. Letter (dated 11/28/17) from MIS Director Vanessa Oquendo to Mayor Kos with appropriation request to fund the needs for cameras and lighting of the DPW Administrative building and some city parks.

Minutes Submitted by:

	<u>12-18-17</u>
Thomas Bresnahan	Date
Commission Secretary	